

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION**

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in a regular session at 7:17 p.m. on Wednesday, November 18, 2009, in the Garden Room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Cook, Gilbert, Orpe, and Robbins.

Absent: Commissioners Hazell, Taniguchi, and Chairperson Ning.

Also Present: Recreation Services Manager Brunette,
Senior Business Manager Minter, and
Acting Park Services Manager Centofanti.

Due to the absence of Chairperson Ning and Vice-Chairperson Hazell, Commissioner Orpe led the meeting.

MOTION: Commissioner Robbins moved to grant Commissioners Hazell, Taniguchi, and Chairperson Ning excused absences for the November 18, 2009 Commission meeting. Commissioner Gilbert seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Acting Park Services Manager Centofanti led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Gilbert moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF OCTOBER 14, 2009

MOTION: Commissioner Gilbert moved for approval of the October 14, 2009 Commission meeting minutes as submitted. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Hazell, Taniguchi, and Chairperson Ning).

6. ORAL COMMUNICATIONS #1

None.

7. OLD BUSINESS

7A. APPROVAL OF CONCEPTUAL DESIGN FOR THE WILSON PARK POND

Senior Business Manager Minter provided background and reported that a consultant was hired and has brought forth recommendations as to the most cost effective and viable solution for the restoration of Wilson Park Pond. He announced that City Council approved an additional \$200,000 for the project as part of the first quarter budget review and that there is also approximately \$20,000 from the earlier approved \$60,000. He stated that the consultant's estimate is approximately \$150,000 and includes a lined bottom with a concrete veneer surface, two pumps instead of one, and additional fountain heads to help increase circulation. He noted that the project needs to go out to bid and that hopefully the renovation will be complete by summer 2010.

Responding to Commissioner Orpe's inquiry, he explained that the "Bandaid" model was abandoned once they realized that the clay bottom needed to be replaced and that the renovated pond should last 30 to 40 years.

8. NEW BUSINESS

8A. CAPITAL PROJECTS – RECOMMENDATION FOR THE USE OF PARKS AND RECREATION OPEN SPACE AND FACILITY FUNDS

Senior Business Manager Minter provided background on Open Space and Facilities fees received from developers as well as the attached lists of Priority A and B projects and recommendations for funding allocations approved by the Commission in January 2008. He noted that the Commission approved reserving 20% of funds as unallocated and that amount is now \$228,417. He stated that there is an urgent need to repair the Bartlett Center air conditioning and recommended that the Commission add the repair to the Priority A list. He stated that the project has gone through the bidding process and will cost \$53,000 but \$60,000 is being requested from unallocated funds. He noted that the recommendation will not change any of the previously identified Priority A or B projects.

MOTION: Commissioner Robbins moved to recommend that 1) Priority A projects remain funded at the levels developed during 2008, 2) Project Priority List is adopted by the Commission, and 3) The Bartlett Center Air Conditioning project (\$60,000) be added to Priority A. Commissioner Gilbert seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Hazell, Taniguchi, and Chairperson Ning).

9. STANDING COMMITTEE UPDATES

9A. FACILITIES COMMITTEE

Has not met.

9B. GRANTS COMMITTEE

Commissioner Gilbert reported that interviews with non-profit agencies took place on October 13, 2009 and November 3, 2009, with deliberations on November 4, 2009. She stated that the Committee would present its recommendations for funding at the December 9, 2009 Commission meeting.

9C. OPEN SPACE COMMITTEE

Commissioner Orpe reported that the Open Space Committee met on November 18, 2009 to discuss the dog court proposal and will meet again on December 9, 2009.

9D. PROGRAMS COMMITTEE

Has not met.

10. MONTHLY DEPARTMENT ACTIVITY

10A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for October 2009 was included in agenda packets. He reported that the Cyclocross event at Entradero Sump took place on November 15, 2009 and that there were few complaints. He announced that the Winter 2010 Seasons guide was mailed out last week and that they are already working on the Spring 2010 guide.

10B. PARK SERVICES DIVISION

Acting Park Services Manager Centofanti noted that the Park Services Division Report for October 2009 was included in agenda materials. He reported that the contract for fertilization of sports fields was finalized, that there was a tree dedication at Entradero Park, and that two dog bag stations were installed at Wilson Park. He stated that Park Services is in the process of reburshing gazebos at parks and plans to assist with the Turkey Trot event.

10C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for October 2009 was included in agenda packets. He reported that several thousand people attended the Halloween Carnival and that preparations are underway for the Turkey Trot.

11. ORAL COMMUNICATIONS FROM THE PUBLIC #2

11A. Senior Business Manager Minter shared information about the naming ceremony of the Dee Hardison Sports Center at Wilson Park and the meeting on November 18, 2009 regarding the Bishop Montgomery and Ocean Sumps.

11B. Commissioner Cook apologized for being late.

11C. Commissioner Gilbert stated that she enjoyed the Halloween Carnival and commended Park Service staff for promptly trimming a tree in her yard.

11D. Commissioner Robbins wished everyone a happy Thanksgiving.

11E. Commissioner Orpe wished everyone a happy Thanksgiving.

12. **ADJOURNMENT**

MOTION: At 7:42 p.m., Commissioner Cook moved to adjourn the meeting to December 9, 2009 at 7:00 p.m. in the West Annex meeting room. Commissioner Robbins seconded the motion and, hearing no objection, Commissioner Orpe so ordered.

Approved as Submitted December 9, 2009 s/ Sue Herbers, City Clerk
